

**CITY OF LOS ANGELES
CIVIC CENTER CLEANLINESS & OTHER ISSUES**

1:00p.m., Wednesday, February 13, 2019
Room 706, City Hall South

Present:

Valerie Melloff, GSD - AGM
Eric Robles, GSD - Special Services
Pierre Riotoc, GSD - Special Services
India Griffin, GSD - Building Maintenance
David Costa, GSD - Building Maintenance
Cesar Avalos, GSD - Custodial
Angelina Huang, GSD - Custodial
Elvia P. Garcia, GSD - Custodial
Richard Musquiz, LAPD - SECSD
Brian Buchner, Mayor's Office
Juan Benitez, Recreation and Parks
Jonelle Gardea, LASAN
Robert Gonzalez, Recreation and Parks
Chi Ming Gong, Bureau of Street Services
Jose Monge, Recreation and Parks
Arthur Flores, Recreation and Parks
Mark Roussel, GSD - Building Maintenance
Sarkis Aleksanian, City Attorney's Office
Bruno Huerta, Personnel - Safety
Najma Bashar, Personnel - OSHA
Gustavo Placencia, City Attorney's Office
Matthew Tenchavez, LAHSA

ACTION ITEMS

Recreation and Parks (RAP):

- 1.** Birds of Paradise Tree (originally thought to be a banana tree) will be removed by next Wednesday pending on the rain.
- 2.** Vegetation needs to be trimmed to be 8 inches from the ground so that the ground is visible.
- 3.** With current crew working Civic Center RAP can only complete one plant bed per week.
- 4.** RAP will lead to contact contractors for additional assistance to complete all landscaping needs.
- 5.** RAP will generate an action plan and submit to Val Melloff by Thursday night so that action plan can be discussed during Council Committee Meeting.
 - a.** A bullet description of what is to be completed and how; with schedule.

- 6.** RAP has identified 32 trees and 4 dead trees in the Triforium area requiring removal.
- 7.** At meeting Friday, February 15, Robert will report back on what his crew has been able to complete around Civic Center Area.
- 8.** RAP to consider changing sprinkler times, in order to prevent rodents from having a water source. Per Department of Public Health (DPH) the best time to water would be early in the morning since rodents are nocturnal animals.
- 9.** RAP to help determine what appropriate plants to have in an office space are.

Bureau of Street Services (BSS):

- 10.** BSS has established 2 ten man crews.
- 11.** BSS has identified 32 palms, 6 magnolias, 8 large ficus, and 12 small ficus for trimming.
- 12.** BSS found 66 borrows last December that were covered using decomposed granite.
 - a.** Will continue dusting for burrows with the assistance of contractor.

Department of General Services (GSD):

- 13.** Custodial will work with BMD to determine if sample mesh provided by contractor will work.
- 14.** BMD to determine if mesh cover can also be installed at metal bars that protect entrance to P1 parking by the Triforium area; homeless encampment surrounding the area is dumping trash.
- 15.** GSD to assist in generating a policy regarding proper food storage to all City employees
 - a.** Personnel inquired about also creating a more comprehensive policy for allowable plants in office spaces.

Determinations

- 16.** Agreement is that focus is on the following three blocks:
 - a.** Block 1: Triforium area; surrounding streets: Aliso St., Los Angeles St., Temple St., and Main St.
 - b.** Block 2: CHE and CHS area; surrounding streets: Temple St., Los Angeles St., 1st St., Main St.
 - c.** Block 3: CH area; surrounding streets: Temple St., Main St., 1st St., Spring St.
 - i.** Need to take into consideration vegetation roof above council offices in City Hall.
- 17.** All Departments having crews come in for the cleaning on Saturday, February 23, 2019 will coordinate with each other to ensure proper and safe work environment.

- 18.** BSS and GSD/BMD to work together to ensure duplicate work is not being given to the contractor to help prevent double dipping.
- 19.** Friday's meeting will be moved to 1 PM.

Next Meeting:

February 20, 2019